

CYNTHIA A. HARDING, M.P.H.  
Interim Director

JEFFREY D. GUNZE NHAUSER, M.D., M.P.H.  
Interim Health Officer

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February 09, 2016

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL TO AMEND AN ALCOHOL AND OTHER DRUG PREVENTION SERVICES  
CONTRACT WITH THE INSTITUTE FOR PUBLIC STRATEGIES  
(THIRD SUPERVISORIAL DISTRICT) (3 VOTES)**

**SUBJECT**

Request approval to execute a contract amendment with the Institute for Public Strategies to revise the contract term end date and increase the contract funding to support additional Alcohol and Other Drug Prevention Services to meet the requirements of the Strategic Prevention Framework State Incentive Grant project.

**IT IS RECOMMENDED THAT THE BOARD:**

Approve and instruct the Interim Director of the Department of Public Health (DPH), or her designee, to execute an amendment to Contract Number PH-002806, substantially similar to Exhibit I, with the Institute for Public Strategies (IPS), to revise the contract term end date to May 31, 2016 and increase the contractual maximum obligation by \$50,000, from \$104,500 to \$154,500, for the period July 1, 2015 through May 31, 2016; 100 percent offset by federal Strategic Prevention Framework – State Incentive Grant (SPF-SIG) funds.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of this Recommendation will allow DPH to execute an amendment to Contract Number PH-002806 with IPS to increase the maximum obligation to expand the provision of environmental and population-based prevention services in the city of Santa Monica. For several years, the Department of Health Care Services (DHCS) has provided funding to DPH to deliver Alcohol and Other Drug Prevention Services (AODPS) SPF-SIG services in Santa Monica to develop capacity



**BOARD OF SUPERVISORS**

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**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

32 February 9, 2016

PATRICK OGAWA  
ACTING EXECUTIVE OFFICER

and identify relevant alcohol and other drug data sources for statewide and local needs assessment, planning, and program implementation. The SPF-SIG program aims to reduce: 1) retail availability of alcohol to youth; 2) social availability of alcohol to youth; and 3) drinking and driving in specified cities throughout the State of California.

Currently, IPS is utilizing contract funds to develop and maintain a coalition that addresses alcohol access and availability issues, pass a social host ordinance, work with law enforcement to identify community-based strategies, and conduct party patrols in Santa Monica. The recommended increase in funding will allow IPS to expand these services to work collaboratively with law enforcement to implement appropriate alcohol policies and enforcement strategies, such as responsible beverage sales and service policies, high-visibility minor decoy operations, additional party patrols, and Driving Under the Influence checkpoints. This recommended increase exceeds the current authority delegated to DPH by your Board. Additionally, the contract amendment aligns the contract term with the May 31, 2016 project term end date of the funding source.

### **Implementation of Strategic Plan Goals**

The recommended actions support Goal 3, Integrated Services Delivery, of the County's Strategic Plan.

### **FISCAL IMPACT/FINANCING**

The total cost for the IPS contract amendment is \$50,000 for the period of March 1, 2016 through May 31, 2016; 100 percent offset by SPF-SIG funds.

Funding is included in DPH's fiscal year (FY) 2015-16 Adopted Budget.

There is no net County cost associated with this action.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On December 1, 2015, your Board was notified that DPH was exercising delegated authority to accept Standard Agreement Number 15-92168 from DHCS for the period of September 29, 2015 through May 31, 2016 in the amount of \$82,500. This award funds the continuation of SPF-SIG services and DPH Substance Abuse Prevention and Control's administration costs associated with the project.

IPS is in compliance with federal and State laws and regulations for substance abuse services and current contractual requirements.

County Counsel has reviewed and approved Exhibit I as to use.

### **CONTRACTING PROCESS**

On February 4, 2014, your Board approved the execution of an amendment to an existing AODPS contract with IPS to provide AODPS SPF-SIG services in the Santa Monica area, in the amount of \$42,196, effective February 1, 2014 through June 30, 2014.

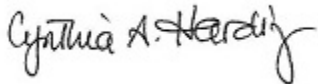
On May 20, 2014, your Board approved the execution of a renewal contract with IPS effective July 1, 2014 through June 30, 2016, for the continued provision of AODPS SPF-SIG services in Santa Monica, at a total maximum obligation of \$190,000.

On April 29, 2015, your Board was notified that DPH was exercising delegated authority to augment Contract Number PH-002806, increasing the annual maximum obligation from \$95,000 to \$104,500 for FY 2014-15 and FY 2015-16 for additional AODPS SPF-SIG services.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended action will allow DPH to expand the provision of AODPS SPF-SIG services aimed at reducing the prevalence of underage and excessive drinking in the city of Santa Monica.

Respectfully submitted,

A handwritten signature in cursive script that reads "Cynthia A. Harding".

Cynthia A. Harding, M.P.H.

Interim Director

CAH:yl  
BL#03472

Enclosures

c: Chief Executive Officer  
County Counsel  
Acting Executive Officer, Board of Supervisors

ALCOHOL AND OTHER DRUG PREVENTION SERVICES CONTRACT

Amendment No. 2

THIS AMENDMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016,

by and between

COUNTY OF LOS ANGELES (hereafter "County"),

and

INSTITUTE FOR PUBLIC STRATEGIES (hereafter "Contractor").

WHEREAS, reference is made to that certain document entitled "ALCOHOL AND OTHER DRUG PREVENTION SERVICES CONTRACT", dated July 1, 2014, and further identified as Contract No. PH-002806, and any Amendments thereto (all hereafter "Contract"); and

WHEREAS, it is the intent of the parties to amend Contract to increase the maximum obligation of County, for additional alcohol and other drug prevention services to reduce underage and excessive drinking in the city of Santa Monica, correct the term end date, and make other hereafter designated changes; and

WHEREAS, said Contract provides that changes may be made in the form of a written amendment which is formally approved and executed by the parties; and

NOW, THEREFORE, the parties hereto agree as follows:

1. This Amendment shall be effective March 1, 2016.

2. Paragraph 3, TERM OF CONTRACT, first paragraph, shall be revised to read as follows:

“The term of this Contract shall be effective July 1, 2014 and shall continue in full force and effect through May 31, 2016, unless sooner terminated or extended, whole or in part, as provided in this contract.”

3. Paragraph 4, MAXIMUM OBLIGATION OF COUNTY, Subparagraph B, shall be revised to read as follows:

“B. Effective July 1, 2015 through May 31, 2016, the maximum obligation of County for all services provided hereunder shall not exceed One Hundred Fifty-Four Thousand Dollars (\$154,000) as set forth in Exhibit C-2.2, attached hereto and incorporated herein by reference.”

4. Effective on the date of this Amendment, Exhibit A shall be replaced with Exhibit A.1, attached hereto and incorporated herein by reference.

5. Effective on the date of this Amendment, wherever “Exhibit A” is referenced in this Contract it shall now be referred to as “Exhibit A.1”.

6. Effective on the date of this Amendment, Exhibit C-2.1 shall be replaced with Exhibit C-2.2, attached hereto and incorporated herein by reference.

7. Effective on the date of this Amendment, wherever “Exhibit C-2.1” is referenced in this Contract it shall now be referred to as “Exhibit C-2.2”.

8. Except for the changes set forth hereinabove, Contract shall not be changed in any respect by this Amendment.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its Interim Director and has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Cynthia A. Harding, M.P.H.  
Interim Director

INSTITUTE FOR PUBLIC STRATEGIES  
Contractor

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

Title \_\_\_\_\_  
(AFFIX CORPORATE SEAL)

APPROVED AS TO FORM  
BY THE OFFICE OF THE COUNTY COUNSEL  
MARY C. WICKHAM  
County Counsel

APPROVED AS TO CONTRACT  
ADMINISTRATION:

Department of Public Health

By \_\_\_\_\_  
Patricia Gibson, Chief  
Contracts and Grants Division  
#03274

**INSTITUTE FOR PUBLIC STRATEGIES****STATEMENT OF WORK****Alcohol and Other Drug Prevention Services****Strategic Prevention Framework – State Incentive Grant****A. SERVICE MODALITIES**

Funding provided under this Statement of Work (SOW) shall cover Alcohol and Other Drug Prevention Services (AODPS), Strategic Prevention Framework, State Incentive Grant (SPF-SIG) as described herein.

AODPS SPF-SIG contract aims to 1) reduce retail availability of alcohol to youth; 2) reduce social availability of alcohol to youth, and/or 3) reduce drinking and driving in specified cities throughout the State of California. In Los Angeles County, this is the city of Santa Monica. The selection of environmental efforts/services is data-driven, and designed to specifically address the highest priority alcohol related problems and contributing factors of the target community(ies). This includes addressing where and how alcohol is sold and marketed, alcohol serving and sales practices, alcohol sales to minors, passage of alcohol related ordinances/policies, and compliance with local alcohol related regulations. Prevention services include the collaborative efforts of local law enforcement and other coalition members to implement appropriate alcohol policies and enforcement strategies for addressing the areas described above.

Integral to the success of these environmental efforts is active and sustained involvement of local community residents (youth and adults), leaders, non-alcohol and other drug (AOD) focused businesses, AOD service providers, and others who are knowledgeable of the local alcohol related issues and who are committed to engaging in evidence-based solutions. AODPS SPF-SIG contractors maintain formal and consistent community involvement in the development and implementation of its prevention efforts, through regular meetings with community members, local businesses, and governmental organizations, including the local police department.

**B. SERVICES TO BE PROVIDED**

1. Comprehensive Community Assessment (CCA): Contractor shall conduct a CCA throughout the SOW term as required by the County and in accordance with the *Substance Abuse Prevention Services Program Manual*. The purpose of the CCA is to gather and analyze data from a variety of data sources (i.e., archival data, surveys, focus groups, key informant interviews, environmental scans) and identify the priority alcohol problems and contributing factors of the target area.
  - a. Data Submission: Upon completion of the initial CCA and any required updates, the Contractor shall submit all raw data and other documentation of findings and results to Substance Abuse Prevention and Control (SAPC) to be incorporated in the County-wide community assessment database. Data

integrity must be maintained, and refers to the assurance that facts stored in Contractor's database are consistent, can be reconciled, and accurately reflect the real world they are meant to describe.

- b. Data Management: The Contractor must develop and maintain a *Data Management Plan* that at minimum verifies that all original documents (i.e., surveys, focus group notes) are maintained for the duration of the contract term, and that hard copies are maintained in a locked cabinet and electronic data is password protected.
2. Strategic Prevention Framework (SPF): The five (5) step SPF model is the framework for these prevention services and each step (assessment, capacity, planning, implementation, and evaluation) and the overarching concepts of cultural competency and sustainability, must be appropriately incorporated as needed and required throughout the SOW term, including as further outlined below.
3. Logic Models: Data from the initial CCA will be used to develop a Problem Analysis Logic Model that outlines the priority alcohol problems and contributing factors identified during the initial CCA and a Planning Logic Model that translates these priorities into goals and objectives. These logic models will be the foundation for determining what substance abuse prevention efforts are implemented by the Contractor during the Contract term, and/or until another CCA is conducted.

All substance abuse prevention efforts implemented under this SOW must clearly align with the goals for SPF-SIG project sites:

<b>Goal 1:</b> Reduce availability of alcohol to youth in the city of Santa Monica
<b>Goal 2:</b> Reduce social availability of alcohol to youth in the city of Santa Monica.
<b>Goal 3:</b> Reduce drinking and driving in the city of Santa Monica.

4. Work Plan(s): The Work Plan shall outline the specific Major Activities and associated Tasks needed to achieve the strategies and activities designed to impact the SPF-SIG goals. The Work Plan(s) must be completed using the required template and by following the provided instructions.
5. Evidence-Based Practices (EBP): Only alcohol related environmental prevention efforts that have been adequately substantiated by evidence/research, and those permitted by the California Department of Health Care Services (DHCS) and the Prevention Research Center may be implemented. As such, all Work Plan Major Activities and associated Tasks must be directly related to successful implementation of allowable environmental related EBP(s).

Contractor selected evidence-based practices/programs is/are: N/A.

Failure to document implementation of the evidence-based practices listed above with fidelity, including modifications approved by the County, each fiscal year of the SOW term shall be determined a breach of contract, and may result in a funding reduction up to and including SOW termination.



6. Community Engagement: The Contractor will maintain formal and consistent community involvement in the development and implementation of its prevention efforts, through regular meetings with community members, local businesses, and governmental organizations, including the local police department.
7. Additional Requirements: The *Substance Abuse Prevention Services Program Manual* and associated *Bulletins* and/or *Procedures* provide additional details on programmatic requirements of the Contract, including but not limited to those listed above.

### C. PERSONS AND AREAS TO BE SERVED

1. This Contract requires delivery of environmental prevention efforts, therefore “persons served” refers to those individuals who are directly involved in the development and/or implementation of such efforts. Depending on what services are outlined in the County approved Work Plan, this may include, but is not limited to, government officials, community members, local businesses, agencies providing various prevention services, and youth advocates.
2. The following Institute of Medicine (IOM) prevention classification categories are allowable:

*Universal Prevention*: Targets the entire population (national, local community, school, and neighborhood) with messages and programs aimed at preventing or delaying the (ab)use of alcohol or other drugs. All members of the population share the same general risk for substance (ab)use, although the risk may vary among individuals.

In all cases, these prevention services shall be directed at individuals who do not require indicated prevention or intervention services, and who never received nor require treatment services, and do not/would not meet criteria for a substance use disorder according to the Fifth Edition of the Diagnostic and Statistical Manual of Mental Disorders (DSM-5). Prevention screenings are not allowable.

3. Services will be provided to and/or involve the following age group(s): Check all that apply.

- |                                                  |                                                                  |
|--------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Children 0-7 years old  | <input checked="" type="checkbox"/> Young Adults 18-24 years old |
| <input type="checkbox"/> Children 8-11 years old | <input type="checkbox"/> Adults 25-59 years old                  |
| <input type="checkbox"/> Youth 12-17 years old   | <input type="checkbox"/> Older Adults 60+ years old              |

All agencies that indicate above, or it is otherwise substantiated, that the contracted and/or provided services require(d) any contact with individuals less than 18 years of age must comply with fingerprint clearance requirements as outlined in the Contract, under Paragraph 22, Subparagraph D, Background and Security Investigations.

4. Services will be made available to ☒ Males ☒ Females.

Unless a specific special population(s) is identified below, services will be made available to all individuals in the specified age group(s) and gender(s) identified above regardless of racial or ethnic status or other special population(s). Special population(s) to be served: ☒ No ☐ Yes

If yes, indicate special population to be served: None.

5. Services will be provided in SPA 5 and Supervisorial District(s) 3. This includes the following Los County city(ies) and/or community(ies): City of Santa Monica, and as defined by the following boundaries (e.g., streets if not entire city, zip codes) City Boundaries.

#### D. SERVICE DELIVERY SITES AND DAYS/HOURS OF OPERATION

The primary and secondary/satellite sites (e.g., schools) where services are provided and/or administered is as follows. Include all sites identified in the County approved Work Plan.

Primary Facility Site					
1	IPS Los Angeles County Offices	310-215-9924	310-215-9926	Minors Not Served	N/A MOU
	bsimmons@publicstrategies.org; jamesbaker@publicstrategies.org; sneilson@publicstrategies.org				
	Monday through Friday, 9:00 a.m. to 5:00 p.m.				
	5701 West Slauson Avenue, Suite 204, Culver City, California 90230				

Contractor shall obtain prior written approval from the SAPC Director, at least thirty (30) calendar days before terminating services at primary and secondary/satellite location(s) and/or before commencing such services at any other location. If the population/ages served, days and hours of operation, telephone number, FAX number, or e-mail address of Contractor facility(ies), as noted above, are changed in any manner, Contractor shall inform the SAPC Director, via formal written letter/notice, at least ten (10) calendar days prior to the effective date(s) thereof.

#### E. DATA REPORTING, REPORTS AND EVALUATION

1. California Outcome Measurement Service for Prevention (CalOMS Pv): All substance abuse prevention services provided per the County approved Work Plan shall be entered in the CalOMS Pv web-based data collection system as required by DHCS and as further outlined in the following supplemental documents: *Substance Abuse Prevention Services Program Manual*, *CalOMS Pv Reporting and Data Submission Procedure*, *CalOMS Pv Data Entry Process*, *CalOMS Pv Data Entry Terms*, and the *Work Plan Instructions*.

Payments may be delayed and/or disallowed if CalOMS Pv data entry is consistently delinquent, inaccurate, does not fully represent completion of services in the County approved Work Plan, and/or otherwise does not comply with County and DHCS data reporting requirements.

2. DHCS Conducted Evaluation: Contractor agrees to participate in a cross-system evaluation as coordinated and required by DHCS to determine comparative program effectiveness. Contractor participation shall include, but is not limited to, training on program evaluation procedures, data collection and reporting, administration of standardized evaluation and outcome reporting instruments, completing on-line surveys and interviews as requested, and other requirements as detailed by the County. Failure of Contractor to participate in the evaluation activities as described shall constitute a breach of contract and this SOW may be terminated by County.
3. Required Reports: The following reports are required annually and must comply with all requirements outlined in the instructions and template: Annual Work Plan(s), Work Plan Amendments (as required), Year-End Report (including quarterly updates as required), and all other reports and documents required by DHCS for SPF-SIG grantees. Additional reports may be required as necessary to ensure contract compliance and quality assurance. Report formats will be provided, and claims reimbursement may be delayed if reports are not submitted on-time and as required.

#### **F. STAFFING AND TRAINING REQUIREMENTS**

1. Program Director: Contractor shall designate a Program Director to administer the prevention services provided under this SOW. In addition to the Minimum Qualifications described below, such person shall have a minimum of two (2) years of professional experience in the areas of budgeting, facility operation, fiscal management, personnel, evidence-based prevention program planning, report writing, documentation of specific activities, program evaluation and knowledge of State and County funding and other requirements for AOD prevention services.

This individual will be the primary contact for the Contract and responsible for oversight of daily operations including implementation of the County approved Work Plan; ensuring compliance with County, State and federal funding contract requirements; and maintaining compliance with data entry into CalOMS Pv.

2. Minimum Qualifications: All staff employed (full-time and part-time) under this SOW to provide direct services must meet the following minimum qualifications:
  - a. One (1) year experience providing alcohol, tobacco, and other drug (ATOD) prevention services prior to employment. Education may be substituted for experience where coursework is directly related to an ATOD prevention or public health field; and
  - b. Experience developing, providing, and/or evaluating community-based environmental prevention programs/services; and
  - c. Experience conducting activities that align with the Strategic Prevention Framework (SPF) Steps: Assessment, Capacity, Planning, Implementation, and Evaluation; and

- d. Experience engaging and/or organizing community members, businesses, and community leaders in the implementation/adoption of a community and/or population based effort; and
- e. Ability to implement evidence-based strategies and prevention concepts for addressing alcohol related community problems and contributing factors; and
- f. Competency to work with the various ethnic/cultural groups in the target area/community.

If applicants for positions other than the Program Director do not meet the above requirements, other relevant experience (e.g., community organizing, other prevention experience) may be substituted if approved by SAPC in advance of hiring and where agreed to trainings are provided by an external training organization within three (3) months of employment.

3. Staff Positions and Vacancies: All positions outlined on the Budget must be filled at the approved designated level throughout the SOW term.

If any position becomes vacant during the term of this SOW, the SAPC Director or designee must be notified within ten (10) calendar days. The resume and related experience for individuals selected to temporarily or permanently fill the Program Director position must be submitted to the designated SAPC representative for review prior to employment. SAPC may deny employment on this SOW when a candidate's experience does not meet minimum requirements and/or is not adequately substantiated. All vacancies must be filled within sixty (60) calendar days after the vacancy occurs.

4. Fingerprint Clearance Requirements: Contractor shall comply with all fingerprint clearance requirements as outlined in the Contract under, Paragraph 22, Subparagraph D, Background and Security Investigations.
5. Agency Training Requirements: Contractor shall institute and maintain appropriate supervision of all persons providing services pursuant to this SOW. Contractor shall be responsible for training employees, as appropriate, concerning applicable federal, State and County laws, regulations, guidelines, directives, and administrative procedures. Contractor shall institute a training program that is approved by the SAPC Director, and includes all County requirements in which all personnel employed in-full or in-part by this SOW shall participate. This includes requirements as outlined in the Contract under, Paragraph 63, Staff and Training/Staff Development.
6. County Meeting and Training Requirements: The Program Director shall attend all County mandated meetings and trainings, and the representative(s) in attendance must have the ability to participate and make decisions in reference to this SOW on behalf of the Contractor.

## **G. REIMBURSEMENT AND CLAIMS SUBMISSION**

Reimbursement Structure: Contractor will be reimbursed for actual reimbursable costs incurred while providing services designated in this SOW in accordance with the dollar

amounts listed in Exhibit C and in the Budget(s) attached hereto and incorporated herein by reference, and as such costs are reflected in Contractor's billing statements. The definition of "services" shall include time spent performing any service activities designated in this SOW and shall also include time spent on preparation for such service activities.

Reimbursement may be delayed and/or disallowed if Contractor is non-compliant with the terms of the SOW including, but not limited to, failure to complete County approved Work Plan services on-time and in-full, submit required reports on-time and in-full, submit data/documentation reflective of all services as outlined in the County approved Work Plan, and appropriately document or input service data into the CalOMS Pv database as required. In no event shall County's compensation to Contractor exceed the maximum allocation for any month stated herein.

#### **H. QUALITY ASSURANCE PLAN**

The County will evaluate the Contractor's performance under this Contract using the Substance Abuse Prevention and Control Master Audit Program; County Standard Terms and Conditions; as required in the PERFORMANCE BENCHMARKS AND DASHBOARDS Paragraph of the Contract; as required in the QUALITY CONTROL paragraph of this Statement of Work, and the following additional requirements:

1. County Monitoring: Monitoring visits will occur at least once each fiscal year to determine completion of activities, outcomes, and STOs outlined in the *Work Plan* and this SOW. Documentation, in addition to CalOMS Pv reporting, is required to substantiate the provision of services and claims reimbursements. Unsubstantiated and/or incomplete activities will be discussed and included as an area of deficiency in the monitoring site visit report as applicable. All areas of deficiency and/or technical assistance needs will require a written Corrective Action Plan (CAP) where the Contractor must identify the steps to be taken to ensure the deficiencies do not reoccur. A CAP follow-up visit will occur in the next fiscal year.
2. County Observations: In addition to departmental contracting staff, other County personnel may observe performance, activities, and review documents relevant to this Contract at any time during normal business hours. However, these personnel may not unreasonably interfere with the Contractor's performance.

#### **I. QUALITY CONTROL**

The Contractor shall establish and utilize a comprehensive Quality Control Plan to assure the County a consistently high level of service throughout the term of the Contract. The Plan shall be submitted to the designated County Contract Program Auditor for review. The plan shall include, but may not be limited to the following:

1. Method of monitoring to ensure that Contract requirements are being met.
2. A record of all inspections conducted by the Contractor, any corrective action taken, the time a problem was first identified, a clear description of the problem, and the time elapsed between identification and completed corrective action, shall be provided to the County upon request.

3. As a result of federal, State, and local emphasis on better documenting and assessing program effectiveness, County may, at its sole discretion, require Contractors to participate in County-authorized process and outcome evaluations.

AODPS.SPF-SIG

**INSTITUTE FOR PUBLIC STRATEGIES**

**EXHIBIT C-2.2**

**Alcohol and Other Drug Prevention Services (AODPS)  
Strategic Prevention Framework – State Incentive Grant (SPF-SIG)**

**COST REIMBURSEMENT:**

	<u>Period 07/01/15 to 5/31/16</u>	<u>03/01/16 to 5/31/16</u>
1. Maximum Allocation	\$ <u>104,500</u>	\$ <u>50,000</u>
2. Projected Revenue	\$ <u>0</u>	\$ <u>0</u>
3. Gross Program Allocation (Item 1 plus Item 2)	\$ <u>104,500</u>	\$ <u>50,000</u>
4. Maximum Monthly Amount/Allocation (Item 1 divided by the number of months in the period)	\$ <u>9,500</u>	\$ <u>3,333</u>

Reallocation of funds between SOWs is not permitted under this Contract.

County reserves the right to withhold payments to Contractor for reasons set forth in this Contract, including, but not limited to Paragraph 5, Subparagraph H, and Paragraph 15, Subparagraph G of the CONTRACT.

AODPS.SPF-SIG

**INSTITUTE FOR PUBLIC STRATEGIES**

**EXHIBIT C-2.2**

**Alcohol and Other Drug Prevention Services (AODPS)  
Strategic Prevention Framework – State Incentive Grant (SPF-SIG)**

**ITEM:**

	<u>07/01/15 to 5/31/16</u>	<u>03/01/16 to 5/31/16</u>	<u>Total</u>
1. Salaries	\$ <u>27,531</u>	\$ <u>19,755</u>	\$ <u>47,286</u>
2. Facility Rent/Lease	\$ <u>2,505</u>	\$ <u>1,843</u>	\$ <u>4,348</u>
3. Equipment Leases	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
4. Services and Supplies	\$ <u>60,896</u>	\$ <u>19,428</u>	\$ <u>80,324</u>
5. Administrative Overhead	\$ <u>13,568</u>	\$ <u>8,974</u>	\$ <u>22,542</u>
6. Gross Budget	\$ <u>104,500</u>	\$ <u>50,000</u>	\$ <u>154,500</u>

County reserves the right to withhold payments to Contractor for reasons set forth in this Contract, including, but not limited to Paragraph 5, Subparagraph H, and Paragraph 15, Subparagraph G of the CONTRACT.

AODPS.SPF-SIG